



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

October 20, 2004

RQ-2

Michael L. Retzer, Treasurer
Republican National Committee
310 First Street SE
Washington, DC 20003

Response Due Date:
November 19, 2004

Identification Number: C00003418

Reference: September Monthly Report (8/1/04 - 8/31/04)

Dear Mr. Retzer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Line 28(A) of the Detailed Summary Page of your report discloses a total of \$0 in refunds of contributions to individuals. The sum of the entries itemized on Schedule B, however, indicates the total to be \$88,636. Please amend your report to clarify the discrepancy.

-Please provide a Schedule B to support the entry reported on Line 28(B) of the Detailed Summary Page. Each refund made to a political committee must be itemized on Schedule B regardless of the amount refunded. 2 U.S.C. §434(b)

-Your report includes memo Schedule A's supporting Line 11(a)(i) for satisfying Best Efforts and as supporting entries for the Joint Fundraising receipt on Line 12. However, there is no supporting information to distinguish the Best Efforts memos from the supporting Joint Fundraising memos. Please amend your report to provide clarifying information for this discrepancy.


-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B of your report to clarify the following description(s): "promotional supplies." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please clarify all expenditures made for "banner," "calligraphy costs," "catering costs," "event cost," "event supplies," "graphic services," "online banner," "production design," "projection presentation cost," and "promotional supplies" on Schedule(s) B. If a portion or all of these expenditures were made on behalf of specifically identified federal candidates, this amount should be disclosed on Schedules B, E, or F supporting Lines 23, 24, or 25 and include the amount, name, address and office sought by each candidate. 11 CFR §§104.3(b) and 106.1

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1157.

Sincerely,


Brandy Phillips
Senior Campaign Finance Analyst
Reports Analysis Division

2024/02/28 14:00:00